



LETTER AGREEMENT NO. R1-97-05-PGE



PACIFIC GAS AND ELECTRIC COMPANY
INDUSTRIAL RELATIONS DEPARTMENT
375 NORTH WIGET LANE, SUITE 150
WALNUT CREEK, CALIFORNIA 94598
(510) 746-4282

INTERNATIONAL BROTHERHOOD OF
ELECTRICAL WORKERS, AFL-CIO
LOCAL UNION 1245, I.B.E.W.
P.O. BOX 4790
WALNUT CREEK, CALIFORNIA 94596
(510) 933-6060

MEL BRADLEY, MANAGER OR
DAVID J. BERGMAN, CHIEF NEGOTIATOR

JACK McNALLY, BUSINESS MANAGER

January 17, 1997

Local Union No. 1245
International Brotherhood of
Electrical Workers, AFL-CIO
P.O. Box 4790
Walnut Creek, CA 94598

Attention: Mr. Jack McNally, Business Manager

Gentlemen:

As a result of recommendations made by the Company's Business Systems Replacement Project (BSRP) and the introduction of SAP, a fully integrated package of financial and accounting software that will replace most of the company's financial, human resources and payroll systems, the Company and Union established a Letter Agreement 94-53 Committee to discuss BSRP payroll issues. Based on these discussions, the Company proposes the following Physical and Clerical contract modifications:

- In order to accommodate the SAP tracking system, modify those Physical and Clerical contract sections as outlined in Attachment A by using straight-time hours worked instead of days or months (e.g. one year = 2080 hours, six months = 1040 hours). The regular status provisions remain the same.
- Convert any unused floating holiday hours at year-end to deferred vacation. If the addition of these converted hours cause an employee to exceed his/her maximum vacation deferment, the hours exceeding the maximum will be cashed out. The scheduling provisions remain the same.
- Beginning January 1, 1997, provide part-time employees with 24 floating holiday hours on an annual basis. Company will pay part-time employees 8 hours whenever they use a floating holiday regardless of the number of hours the part-time employee is scheduled to work on the day the floating holiday is taken. The scheduling provisions remain the same.

As a result of additional discussions between the parties, the Company is also proposing the following non-SAP related change:


- "Ridealongs" shall continue to be voluntary and effective with the signing of this letter agreement, employees who elect to volunteer to ride along with other PG&E employees (service employees) will have the assignment treated as training pursuant to Section 15.9 of the Clerical Agreement.

These changes, unless otherwise specified, will become effective with the implementation of SAP- HR/Payroll.

If you are in accord with the foregoing and agree thereto, please so indicate in the space provided and return one executed copy of this letter to the Company.

Very truly yours,

PACIFIC GAS & ELECTRIC COMPANY

By: 
Chief Negotiator

The Union is in accord with the foregoing and agrees thereto as of the date hereof.

January 10, 1997

By: 
Business Manager

**BSRP - PAYROLL
CALENDAR REFERENCES / TIME-IN-GRADE CALCULATIONS**

Subject	Clerical Title	Physical Title	How Subject is Handled in SAP
Union Dues	4.1 (a)	4.1 (a)	Not tracked by SAP
Leave of Absence	6.1	101.1	10 days = 80 hours
	6.2 (a)	101.2 (a)	6 consecutive months = 1040 hrs 12 consecutive months = 2080 hrs
	6.2 (b)	101.2 (b)	6 consecutive months = 1040 hrs 12 consecutive months = 2080 hrs
Union LOA	6.6 6.7	101.6 101.7	Not tracked by SAP
Military Leave	6.8	101.8	Not tracked by SAP
Funeral	6.9	101.9	Counts toward 1040 hrs If probationary, counts towards 1040 hrs as long as no more than 30 days (240 hrs) of cumulative absences in a 6 month (1040 hrs) period (see Titles 17.5 and 106.5)
Jury Duty	6.10	101.10	Counts toward 1040 hrs If probationary, counts towards 1040 hrs as long as no more than 30 days (240 hrs) of cumulative absences in a 6 month (1040 hrs) period (see Titles 17.5 and 106.5)
Witness	6.11	101.11	Counts toward 1040 hrs If probationary, counts towards 1040 hrs as long as no more than 30 days (240 hrs) of cumulative absences in a 6 month (1040 hrs) period (see Titles 17.5 and 106.5)

**BSRP - PAYROLL
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Subject	Clerical Title	Physical Title	How Subject is Handled in SAP
Adoption	6.12	101.12	Counts toward 1040 hrs If probationary, counts towards 1040 hrs as long as no more than 30 days (240 hrs) of cumulative absences in a 6 month (1040 hrs) period (see Titles 17.5 and 106.5)
Sick Leave	7	112	Paid sick leave: 10 days = 80 hours If unpaid sick leave > 80 hrs, all unpaid sick leave is not counted towards 1040 hrs If probationary, counts towards 1040 hrs as long as no more than 30 days (240 hrs) of cumulative absences in a 6 month (1040 hrs) period (see Titles 17.5 and 106.5)
Vacation	8	111	Vacation already in hrs
	8.5	111.5	Vacation prorated for each 22 days (176 hrs) off consecutively for LOA or unpaid leave of absence Vacation prorated for each 110 days (880 hrs) off for industrial disability
Wages / Time-In-Grade (TIG)	13	204 304	The higher rate of pay will be used for the entire day in which the new rate is earned
	13.7 (b)	204.2 (c) 304.1 (a)	TIG will be delayed if off for >10 consecutive days (80 hrs) for unpaid LOA or if off for > 25 consecutive days (200 hrs) for industrial injury
	Exhibit F	Exhibit X	6 months = 1040 hrs 12 months = 2080 hrs 18 months = 3120 hrs

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CALENDAR REFERENCES / TIME-IN-GRADE CALCULATIONS**

Subject	Clerical Title	Physical Title	How Subject is Handled in SAP
Holidays	14	103	Counts toward 1040 hrs If probationary, counts towards 1040 hrs as long as no more than 30 days (240 hrs) of cumulative absences in a 6 month (1040 hrs) period (see Titles 17.5 and 106.5)
Service / Status	17.3 (a)	106.3 (a)	Not tracked by SAP
	17.5 (c)	106.5 (a3)	Probationary to Regular: 6 months = 1040 hrs 30 cumulative days = 240 hrs